

Recruitment Pack

Tenant Board Member





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Your application

Thank you for your interest in Riverside Scotland. This pack explains who we are, what we need from our new Board Member and what you need to do to apply.

For your application to be considered you need to provide the following by 31 January 2022:

- A supporting statement explaining why you are interested and qualified for the role
- An up-to-date CV
- A completed Equality and Diversity form

Please note that applications can only be considered if all the documentation is complete.

Completion of the equalities form is not mandatory, this is requested for monitoring purposes in line with our commitment to equality and diversity.

Riverside Scotland is passionate about equality, diversity and inclusion. We are looking for someone who is as equally committed as we are to achieving a truly diverse and inclusive organisation at all levels.

Our culture is welcoming and inclusive and we are committed to diversifying our leadership and governance structure and to building a Board that understands the different communities we serve and represents people from a wide range of backgrounds and with different life experiences to share.

We want to hear from applicants who represent a diverse cross section of society and our customer base.

Applications from Black, Asian and Minority Ethnic candidates, members of the LGBTQI+ community, people with a disability or impairment and younger people are particularly welcomed.

Please contact me if you wish to have an informal discussion about the role and organisation, or if you have any other questions to help you decide whether to apply.

Kind regards

Diana MacLean,

Managing Director, Riverside Scotland.

diana.maclea@riversidescotland.org.uk

Tel: 0345 112 6600



Welcome from the Chair

Hello,

I would like to start by thanking you for taking the time to consider joining our Board at Riverside Scotland. In this information pack you will be able to read a lot of information on the organisation and indeed you will be able to look online at the Riverside Scotland website and see the things that we have done, the things that we do daily and what our plans are for the future. I am confident you will find this informative, and you will see that we are a forward-looking Scottish Housing Association that combines sound commercial acumen with our strong social purpose—we are a business with a charitable heart.

We have a strong Board with a wide range of skills and experience which given the challenges ahead will be of significant benefit to the whole organisation, its staff and, importantly, its tenants.

We have a vacancy for a new member to join our Board and we seek to add to our skill base a tenant of the Association to enable the customer's view at the very heart of our decision-making process. We already have a tenant member, but we are keen to add to this current resource to ensure we put our tenants at the very heart of all that is done.

We will give you all the support you will need to be part of the Board, to enable you to play a full and meaningful part in the strategic management of your Housing Association. This is a brilliant opportunity for you to bring your individual skills, your lived experience to the decision-making process and this will help your community and the lives of your family and your neighbours.

So, if you feel you want to be part of the Riverside Scotland Board, to be at the very heart of the decision-making process, to help guide the Housing Association in the years ahead then get in touch. We are open to all, we welcome diversity in all its forms.

Take care, stay safe and I look forward to hearing from as many of you as possible. The challenges our communities are facing today and those of the future require our community to be at the center of all that we do.

With very best wishes.

Jim Strang
Chair, Riverside Scotland.





We provide:

- affordable homes to rent for singles, couples and families
- support for those at risk of homelessness and other people facing significant challenges in life
- extra services to help sustain tenancies including money advice



About Riverside Scotland

Our vision:

Transforming **lives**
Revitalising **neighbourhoods**

Our values:



We Care



**We are
Courageous**



**We are
Trusted**

Our strategic objectives:

- People at our heart – we will improve the quality of services provided to our customers, delivered by engaged and fulfilled colleagues. We will do more to sustain tenancies and provide secure homes to those that do not have one.
- Homes for the future – we will raise the standards of our homes, making them more sustainable and cheaper to run for our customers. We will build and acquire new homes to allow us to operate more efficiently and to help address the housing crisis.

- Places to thrive in – we will align our investment in homes and services to have a positive impact on the places in which we work, with a particular focus on helping those who face the greatest challenges.

These objectives lead to a three year action plan, which identifies the specific steps necessary and this is broken down within our Corporate Plan.

To see our Corporate Plan, along with Annual Reports and Landlord reports (how we are doing) please follow the following link:

[Riverside Scotland's reports](#)

In October 2011, Irvine Housing Association (now known as Riverside Scotland) became a subsidiary of The Riverside Group.

Taking account of new housing developments, we now provide over 2,300 homes.

Recent articles are at the following links:

- [Veteran families move into Scotland's largest affordable modular housing development - Riverside Scotland](#)
- [Riverside Group Chair Praises Riverside Scotland Innovation and Sustainability during visit - Riverside Scotland](#)

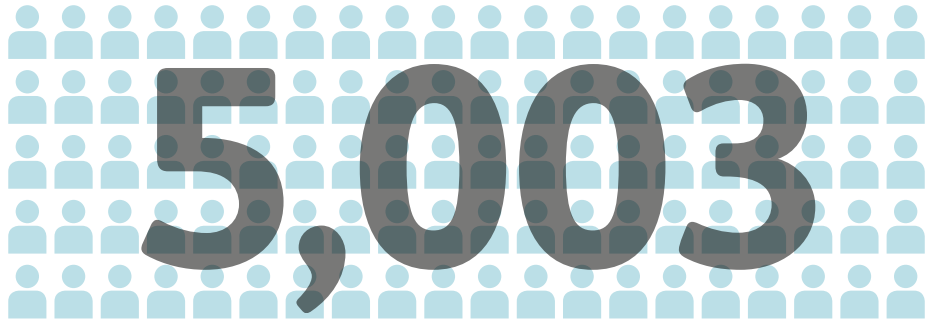
The offices of the Association are in Irvine, with properties located in Ayrshire and Dumfries & Galloway.

With a present Board of 11 plus a Co-optee, we are looking to recruit a Tenant Board Member to fill a vacancy which was previously occupied by a Tenant Board Member.

Our homes



Homes owned and managed by Riverside Scotland.



Customers living in our homes.



The split of our homes by business stream: general needs housing, housing for older people and amenity.

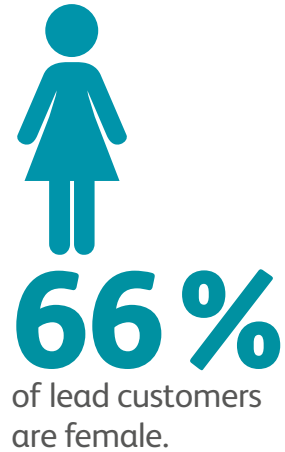
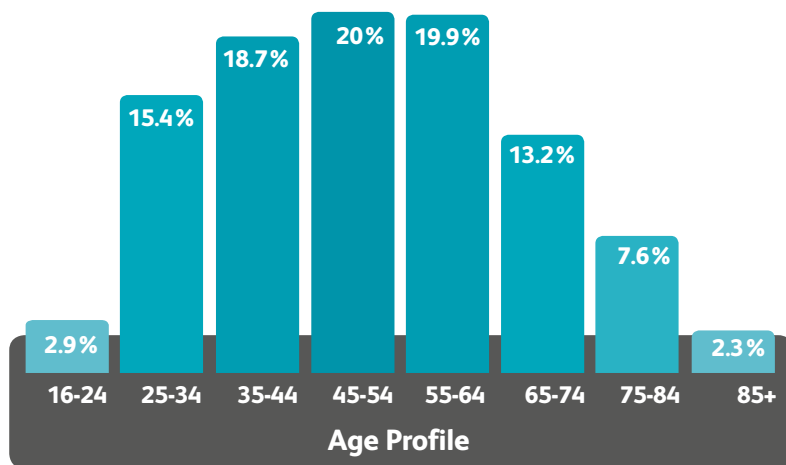


Factored Properties.



Built in 2019/20 Riverside Scotland.

Customers



Ethnicity

68% White Scottish
12% Other White British
1.5% White Other
0.5% Other ethnicities
18% Unknown



4%

of customers over 55 living
in housing for older people.



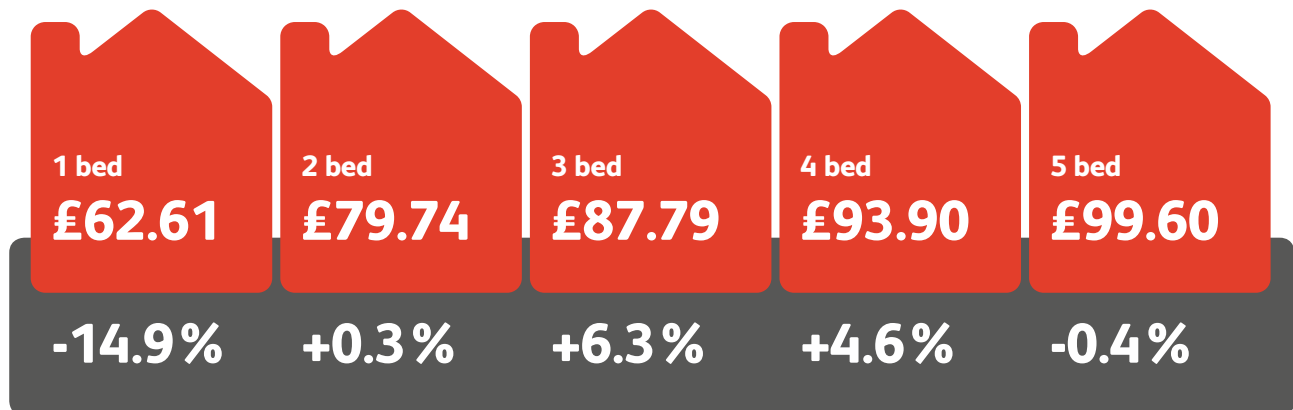
58

The number of people
we supported in 2019/20
who were homeless or at
risk of homelessness.

Prosperity

Average Riverside rents compared to Scottish average

Riverside Scotland



Scottish Average

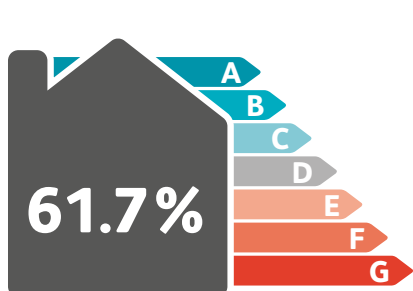
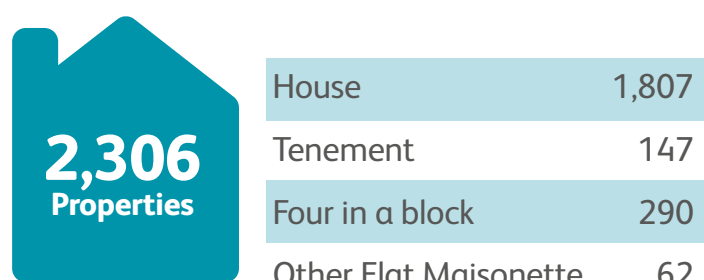
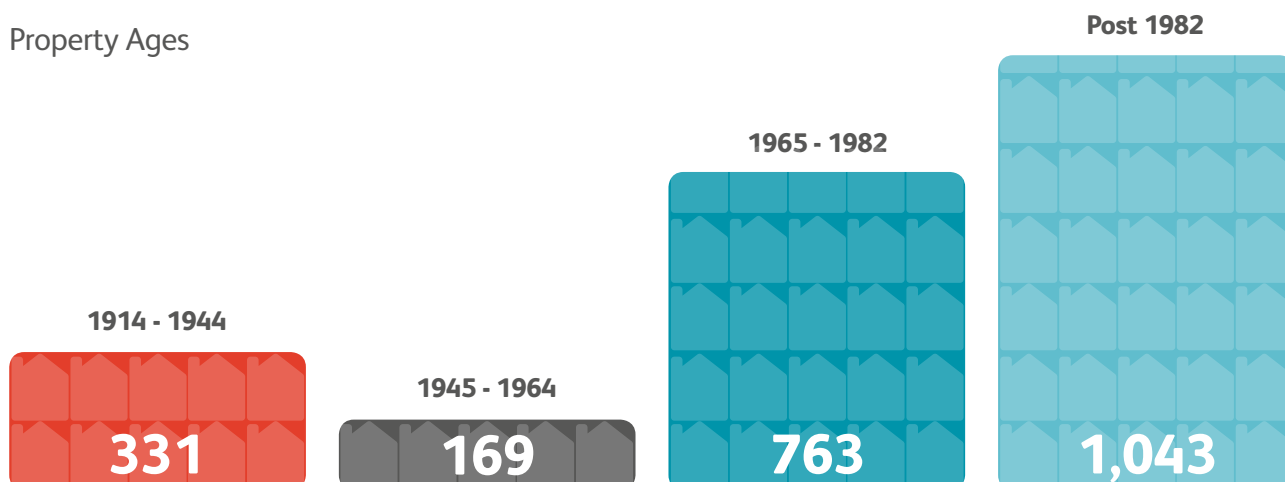


68%

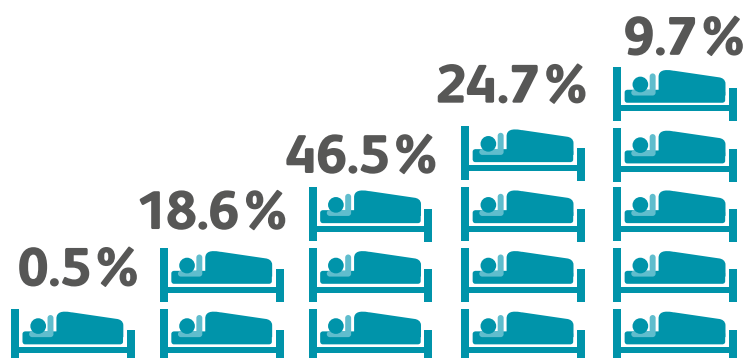
The proportion of Riverside Scotland customers receiving benefits to support their housing costs.

Properties

Property Ages



Energy Efficiency – 61.7 % of properties have an EPC certificate. Of those, three quarters have an EPC rating of Band C.



Proportion of homes by apartment size.



£2.1m

Over the past year £2.1 million has been spent on improving the quality, energy efficiency and safety of our properties.

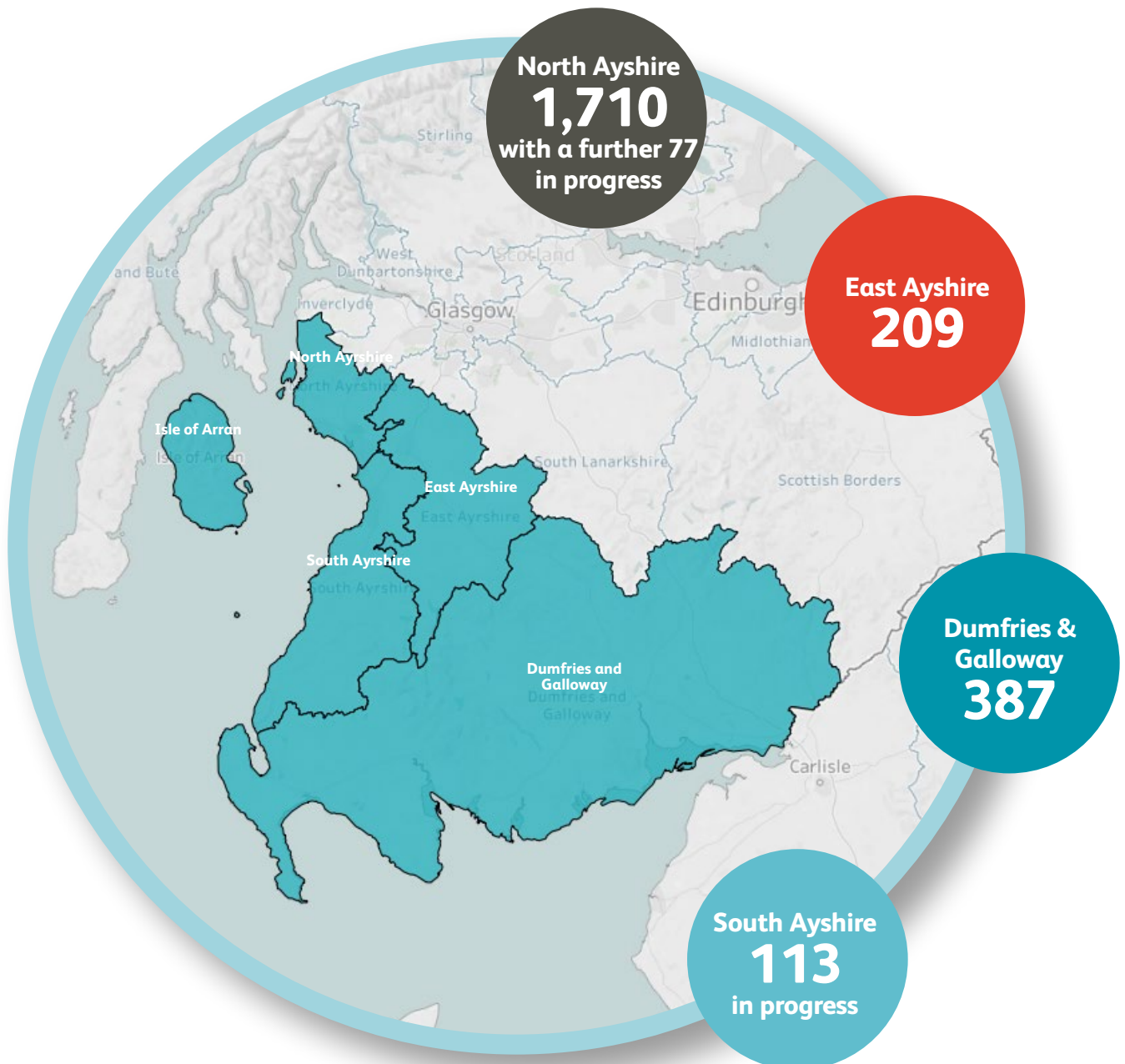


5,192

The number of repairs undertaken during 2020/21. **2,522** emergency and **2,670** non-emergency.

Geography

Riverside Scotland properties



About Riverside Scotland Governance

The Riverside Scotland Board is the senior governance body and sets the mission, strategy, corporate and business plans and policy for Riverside Scotland as well as overseeing performance against these. It has established an Audit & Risk Committee to support its work by taking responsibility for scrutinising and monitoring specific areas of the business, reporting back to Board as required.

The powers of the Committee are delegated by the Board and set out in the Audit & Risk Committee's Terms of Reference.

The Committee is responsible for considering and advising the Board on matters relating to Whistleblowing, Regulatory Compliance, Policy Development, Risk Management, Fraud Prevention, Internal Controls, Internal Audit and External Audit.



The Role of the Board Member

1. Board Members shall carry out their role.

The key role of every Board Member is to work as part of the Board in performance of its key functions as described in the Governance Framework Document.

This includes:

1.1. Leading the organisation

- Upholding the vision of the Association and the Group, and participating in the development objectives that accord with these.
- Promoting the Association and the Group through contact with communities, any relevant authorities and other bodies.

1.2. Acting as a guardian of the organisation

- Ensuring that the organisation acts in accordance with its vision and values, Rules, Governance Framework Document and the relevant legal and regulatory frameworks.

1.3. Making decisions about policy and strategy

- Regularly attending Board and relevant Committee meetings and participating in discussions and decision-making to achieve the organisation's objectives.
- Exercising sound financial and risk management to ensure no variance from the core values of the organisation.

1.4. Monitoring, supervision and control

- Monitoring the organisation's performance in relation to its objectives, plans, budgets, controls and decisions.

1.5. Other tasks

- From time to time attending functions, training sessions and other meetings in the interest of the organisation.

2. Board Members should possess the ability to:

- Apply their own specialist knowledge appropriately.
- Analyse significant amounts of complex information, debating and challenging as necessary.
- Assess the risks of proposed courses of action.
- Make independent and critical judgments, whilst recognising the need to reach consensus based on compromise.
- Develop and maintain relationships with others.

3. Board Members should be people:

- With vision, generating new ideas and perspectives.
- Who govern rather than manage.
- Who are up-to-date with relevant issues.
- Who work as part of a team.

4. Board Members must be:

- Honest, trustworthy and reliable.
- Committed to the values of the organisation and the housing sector.
- Willing to devote the necessary time to their duties.

Key Terms and Conditions

1. Position

Board Member

2. Time Commitment

We normally have eight Board Meetings per year which usually take place on the fourth Wednesday or Thursday of the month from 5.30 p.m. – 7.30 p.m.

In addition to this, Board Members may be selected to serve on the Audit & Risk Committee which usually meets on a quarterly basis. Committee Meetings are typically scheduled on Mondays at 5.30 p.m.

We also hold Board Strategy Days twice during the year. These are normally held in February and October.

The successful candidate may be selected to serve on the Board for up to nine years.

3. Location

Board Meetings will normally be held at our head office: 44-46 Bank Street, Irvine, Ayrshire, KA12 0LP or via MS Teams. Other meetings or events may be held at different locations.

4. Remuneration

The position is unremunerated, however, we pay all associated expenses subject to presentation of evidence of actual payment.

5. Appraisal

The performance of the Board as a whole, that of its Committees, and your individual performance as a Board Member, will be appraised annually.

6. Training

In-house and external training will be organised as and when required. Board Members will also have the opportunity to attend The Riverside Group's Annual Board Members Conference and other sector conferences as appropriate.



Key dates and the selection process

Closing date:

Monday 31 January 2022.

Interviews:

Shortlisted candidates will be invited to interview weeks commencing 14 and 21 February 2022.

Covid-19 Restrictions:

Due to the restrictions imposed by the Covid-19 pandemic interviews will be conducted via Microsoft Teams.

Appointment:

It is intended to appoint the successful candidate in March 2022. A full induction process will follow with the successful applicant being invited to observe the Board meeting in March, with the first formal meeting as a new Board Member being in May 2022.

Riverside Scotland Meeting Dates for Board

31 March 2022

26 May 2022

29 June 2022

18 August 2022

21 September 2022

19 October 2022

30 November 2022







Part of The Riverside Group Limited

Riverside Scotland is a trading name of Irvine Housing Association Limited.

Registered office: 44-46 Bank Street, Irvine, Ayrshire KA12 0LP. Registration No. 2459 R(S)

and Registered with The Scottish Housing Regulator No. HAL 280. Registered Scottish Charity No. SC042251

January 2022

Details correct at time of publishing
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